



WORKFORCE INVESTMENT BOARD MEETING AGENDA

Wednesday, January 8, 2025; 8:00 AM – 9:00 AM

**Workforce Investment Board of Tulare County
309 W. Main Street, Suite 110, Visalia, CA**

1. **CALL MEETING TO ORDER**
2. **PUBLIC COMMENTS (Three minutes per individual/organization, fifteen minutes total)** - Any member of the public wishing to address the Workforce Investment Board of Tulare County on a specific matter under its jurisdiction, please notify the Secretary of the Board of your name and provide a brief description on the subject matter prior to the meeting. The Board will not be able to take action on any item not appearing on the agenda.
3. **SUCCESS STORY**
4. **CONSENT ITEMS** – All items under the Consent Calendar are considered routine and will be approved in one action without discussion. If a Board member requests that an item be removed from the Consent Calendar or a citizen wishes to speak on an item, the item will be considered under Regular Items.
 - a. Workforce Investment Board Meeting Minutes
Approve December 11, 2024, Board Meeting Minutes.
5. **REGULAR ITEMS**
 - a. Human Centered Design Services Agreement
Approve an agreement with Middlestate for human-centered design services and funding up to \$140,000 for services over sixteen months.
6. **INFORMATION/DISCUSSION ITEMS**
 - a. 2025 WIOA Career Services and Youth Services Procurement Considerations
 - b. Workforce Data Newsletter – Volume 9, Issue 11 – November 2024
 - c. Tulare County Metropolitan Statistical Area (MSA) – November 2024
7. **WIB COMMITTEES REPORT**

WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

8. GOOD OF THE ORDER/ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Laura Castanon at 559-713-5200 no later than noon the Tuesday before the meeting.

Documents related to the items on this agenda which are distributed to the board members after the mailing of the agenda packet are available for public inspection in the WIB office, located at 309 W. Main St., Suite 120, Visalia, CA.



WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

MEETING

December 11, 2024, Minutes

WIB Directors Present: Colby Wells – Chair, Joe Hallmeyer – Vice Chair, Randy Baerg - Treasurer/Secretary, Brent Calvin, Gamaliel Aguilar, Jeff Hudson-Covolo, Robert Kleyn, Ronny Jungk, Yolanda Valdez

WIB Directors Absent: Amy Shuklian, Brandon Lovenburg, Danielle Beckett, David Pena, Tricia Stever Blattler

1. **Call to Order:** Colby Wells – Chair called the meeting to order at 8:00 a.m.
2. **Public Comment:** Colby Wells – Chair called for public comments; there were no public comments.
3. **Consent Items:**
 - a. Workforce Investment Board Meeting Minutes
Approve November 13, 2024, Board Meeting Minutes.
 - b. WIB Directive TUL 24-07 Incident Reporting
Approve WIB Directive TUL 24-07 Incident Reporting
 - c. Student Training and Employment Program (STEP)
 - i. Accept \$574,526 from the Foundation for California Community Colleges upon receipt of funds.
 - ii. Modify PY 2024-25 WIOA Title I Youth Services agreements to incorporate STEP funds to operate the project from January 1, 2025, through June 30, 2025.
 - a. Tulare County Office of Education Area I- Porterville, agreement #3192425 A2, for up to \$56,700.
 - b. CSET Area II- Tulare agreement #3762425 A1, for up to \$37,800.
 - c. CSET Area III- Visalia agreement #3772425 A1, for up to \$37,800.
 - d. CSET Area IV- Dinuba and Orosi agreement #3782425 A2, for up to \$56,700.
 - e. Proteus, Inc. Area V- Exeter, Farmersville, and Woodlake, agreement #3252425 A2, for up to \$56,700.
 - d. Program Year 2024-25 WIOA Career and Youth Services Agreements to Modify the Economic Development Pilot Program Performance & Expenditure Plan
Approve the modification of the following agreements to the Economic Development Performance and Expenditure Plan through June 30, 2025, to do the following:
 - i. Tulare County Office of Education Area I - Porterville, agreement #3192425 A2, to add talent pool milestone performance goals.

WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

WIB Meeting Minutes

December 11, 2024

- ii. CSET Area II- Tulare, agreement #3762425 A1, to add talent pool milestone performance goals.
 - iii. CSET Area III-Visalia, agreement #3772425 A1, to increase talent pool milestone performance goals.
 - iv. Proteus Inc. Area V- Exeter, Farmersville, and Woodlake, agreement #3252425 A2, to increase talent pool milestone performance goals.
 - v. CSET Affiliate Site in Tulare agreement #3042424 A1, to add talent pool milestone performance goals.
 - vi. CSET Employment Connection Comprehensive Center in Porterville, agreement # 3004255 A2, to add talent pool milestone performance goals and increase occupational skills training completion performance goals.
 - vii. CSET Employment Connection Comprehensive Center in Visalia, agreement #3012425 A2, to increase talent pool milestone and occupational skills training completion performance goals.
- e. Jump Start Program Agreement with Valley Regional Occupational Program (ROP) Modification
Approve the modification of the agreement with Valley ROP to increase the number of students served and increase the incentive amount retained by the WIB to be issued directly to students.
- f. Tulare County Office of Education Foundation/Southern California Edison Science, Technology, Engineering, and Mathematics (STEM) Incentives Project
Approve an agreement with the Tulare County Office of Education Foundation in the amount of \$35,000.
- g. Agreement with Stanislaus County Workforce Development Board for the Regional Equity and Recovery Partnerships (RERP) Grant Modification
Modify the current agreement with Stanislaus County Workforce Development Board to increase funding by \$62,258, contingent on receipt of funds, and extend the agreement to December 2025

Motion was made by Ronny Jungk, second by Jeff Hudson-Covolo to approve the consent items; carried by unanimous vote.

4. Regular Items:

- a. Agreement with Corporation for a Skilled Workforce (CSW) for Assistance in Developing Career and Youth Services RFPs
Approve an agreement with CSW to assist with the development of RFPs for Career and Youth Services for up to \$29,100, until June 2025.

Motion was made by Brent Calvin, second by Yolanda Valdez to approve an agreement with CSW for assistance in developing Career and Youth Services RFPs, carried by unanimous vote.

5. Information/Discussion Items:

- a. Analysis of the Proposed "A Stronger Workforce for America Act"
- b. Good Jobs Challenge Update
- c. Agreements Executed by WIB Executive Director Between \$5,000-\$20,000
- d. Workforce Data Newsletter – Volume 9, Issue 10 – October 2024
- e. Tulare County Metropolitan Statistical Area (MSA) – October 2024



INTEROFFICE MEMORANDUM

TO: Adam Peck, Executive Director

FROM: Sam Williford, Strategic Initiatives Coordinator

DATE: December 30, 2024

SUBJECT: Human Centered Design Services Agreement

Item	Comments
Agenda Date	WIB Meeting – Wednesday, January 8, 2025
Request	Approve an agreement with Middlestate for human-centered design services and funding up to \$140,000 for services over sixteen months.
Summary	<p>In February 2024, the WIB approved and entered into a 12-month Human Centered Design Services contract with Middlestate, a local firm based in Visalia.</p> <p>In the time since the WIB entered into this contract, Middlestate has provided vital and insightful work for the Employment Connection system through:</p> <ul style="list-style-type: none"> • Customer Engagement: Evaluating the Talent Pool Experience <ul style="list-style-type: none"> ○ Designed interview protocol, facilitated customer interviews, synthesized the data into actionable recommendations enabling the Workforce Investment Board to better meet the needs of its customers • Tool Development: Talent Pool Tracking Sheet <ul style="list-style-type: none"> ○ Middlestate oversaw tool design and development, providing training and direct support to users, and is incorporating feedback to manage needed changes to meet the needs of the system • Navigate Conference: Support, Design, and Facilitation • Rural Community Engagement: Public Workforce Capacity Fund <ul style="list-style-type: none"> ○ Middlestate organized, facilitated, and synthesized data from four separate community engagement events to gather needed data for the WIB’s upcoming Career Services and Youth Services procurements • Creation and Implementation of Youth@Work Customer Surveys • Facilitation and Support in Designing a Universal Onboarding Flow

	<p>The WIB is interested in continuing this momentum and success and again contract with Middlestate to do the following:</p> <ul style="list-style-type: none"> • Facilitating strategic planning sessions • Designing human-centered projects based on identified challenges • Engaging with and interviewing customers, staff, and partners • Working with the WIB team and partners to develop customer journey and customer service maps • Engage with WIB staff, customers, and others to provide needed quantitative and qualitative data to support the 2025 WIB Adult Career Services and Youth Services Procurement • Participating in the implementation of system and process prototypes for the workforce development system • Building capacity within the WIB team to understand and utilize human-centered design as part of our everyday work through staff training (both WIB and Employment Connection System) <p>With the success of this work and with additional projects needed to continue to improve our system, WIB staff approval to spend \$140,000 to spend on human design services for sixteen months, ending in June 2026. The additional four months is to align this contract with our fiscal year which ends every year in June.</p>
Fiscal Impact	<p>Approving this request will allow WIB staff to contract with Middlestate to provide human centered design services until June 2026. The PWCF grant from the Irvine Foundation along with some federal WIOA allocations are expected to be used to fund this contract.</p>
Alternatives	<p>If this request is not approved, WIB staff will need to consider alternative funding strategies for human-centered design projects and EC system improvement. WIB staff will need to undertake some projects themselves, but it is not expected that the expertise nor time is available internally to replace Middlestate’s efforts.</p>
Involvement of Other Organizations	<p>Employment Connection of Tulare County</p>



INTEROFFICE MEMORANDUM

TO: Adam Peck, Executive Director

FROM: Sam Williford, Strategic Initiatives Coordinator

DATE: December 30, 2024

SUBJECT: 2025 WIOA Career Services and Youth Services Procurement Considerations

Item	Comments
Agenda Date	WIB Meeting – Wednesday, January 8, 2025
Summary	<p>The Workforce Innovation and Opportunity Act (WIOA) mandates that we provide seamless, high-quality career services to support job seekers and employers. The WIB achieves this largely through subawards to our service providers at our Employment Connection system locations. The WIB is required to go through a formal procurement process to find the best subrecipients suited to the task.</p> <p>Currently, the WIB operates nine (5 Youth Services, 4 Adult Career Services) different contracts with three service providers. These nine contracts have largely come about due to specific choices the WIB has made in its procurement language. While formally, there are only two Requests for Proposals: Adult and Youth, the WIB has asked in the past for specific geographic areas to have separate proposals. This has led, in effect, to nine separate processes for procurement which in 2021 resulted in failed procurements and nine separate sole-sourced contracts.</p> <p>WIB staff believe that procuring and operating contracts in this manner has led to administrative inefficiencies, inconsistent service delivery, and challenges in performance management and monitoring.</p> <p>The WIB has received funding from the Irvine Foundation’s Public Workforce Capacity Fund to address inefficiencies in service delivery and create potential solutions. Our goal through this grant is to improve administrative capacity while streamlining and improving the customer experience as it navigates this complex system and its often intimidating requirements.</p> <p>Through this work and our contracted partners in Middlestate and the Corporation for a Skilled Workforce, staff has been busy examining data, researching alternatives, and brainstorming new ways of addressing these complicated issues</p>

	<p>through our procurement process. While nothing concrete has been decided as of yet, we have landed on several areas to consider changing:</p> <ul style="list-style-type: none"> • Conduct fewer RFPs instead of requesting specific proposals based on geographic area • Use the rating system and contract negotiation period to better evaluate and assign the best mix of service providers • In addition to using local proposal raters, bring in raters from outside the area in an effort to give a balanced perspective <p>WIB staff welcomes discussion and input from the Board as we undertake this procurement. The WIB values agility and innovation in addressing the needs of our system and its customers.</p>
<p>Involvement of Other Organizations</p>	<p>Corporation for a Skilled Workforce, Middlestate</p>

From November 2023 to November 2024...



UNEMPLOYMENT RATE
decreased by 0.2%



FARM JOBS
increased by 100



LARGEST GAIN:
educational & health services | 1,500



LABOR FORCE
decreased by 300



NON FARM JOBS
increased by 3,000



LARGEST DECLINE
Nondurable Goods (Manufacturing)
| 1,300

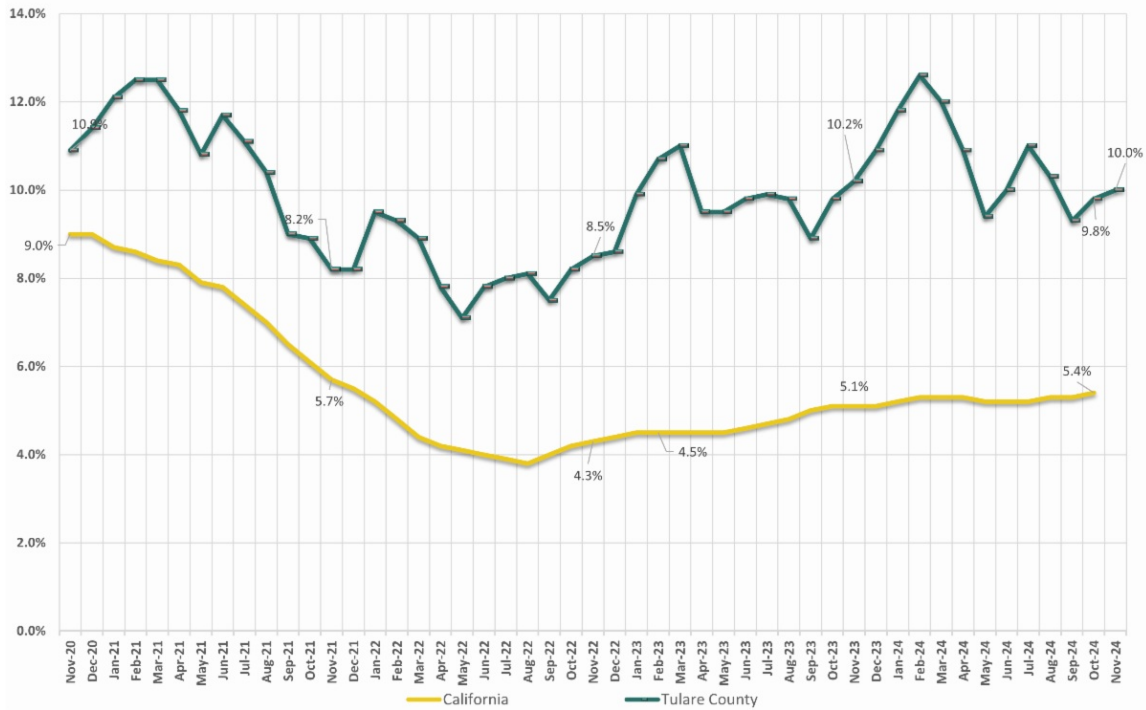
Highlights from the recent report include:

- From November 2023 to November 2024, the unemployment rate in Tulare County decreased from 10.2% to 10.0%
- From November 2023 to November 2024, the labor force decreased by 300 employed adults
- From November 2023 to November 2024, Non-Farm Jobs increased by 3,000 reaching an all-time high of 147,800

Employment in Tulare County vs. California

HOW DOES TULARE COUNTY'S UNEMPLOYMENT RATE CHANGE OVER TIME?

Tulare County and California Unemployment Rates
November 2020 - November 2024



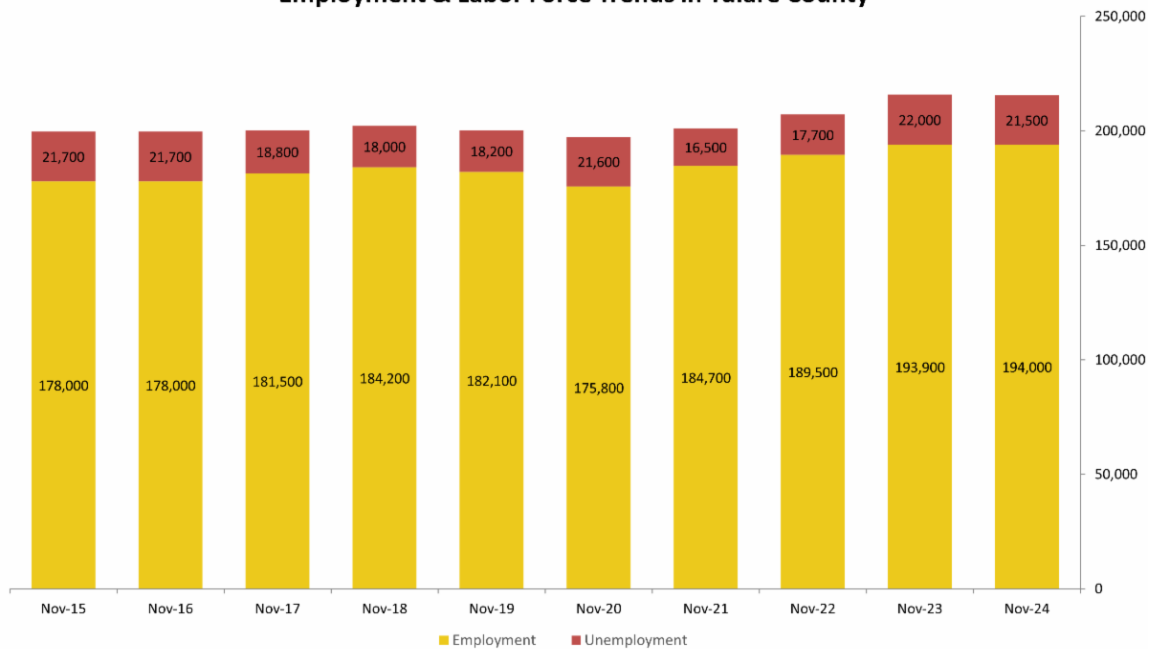
The California Employment Development Department (EDD) reported a 0.2 percent decline in the rate of unemployment year over year from 10.2 percent in November 2023 to 10.0 percent in November 2024

However, from October to November of 2024, the unemployment rate in Tulare County increased slightly by 0.2 percent from 9.8 to 10.0 percent.

	November 2023	October 2024	November 2024	Change	
				Month	Year
Labor Force	215,900	212,200	215,600	3,400	-300
Employment	193,900	191,400	194,000	2,600	100
Unemployment	22,000	20,900	21,500	600	-500

The graph below shows November employment and unemployment trends over the last 10 years.

Employment & Labor Force Trends in Tulare County



Gains + Losses | The Number of Jobs in Tulare County

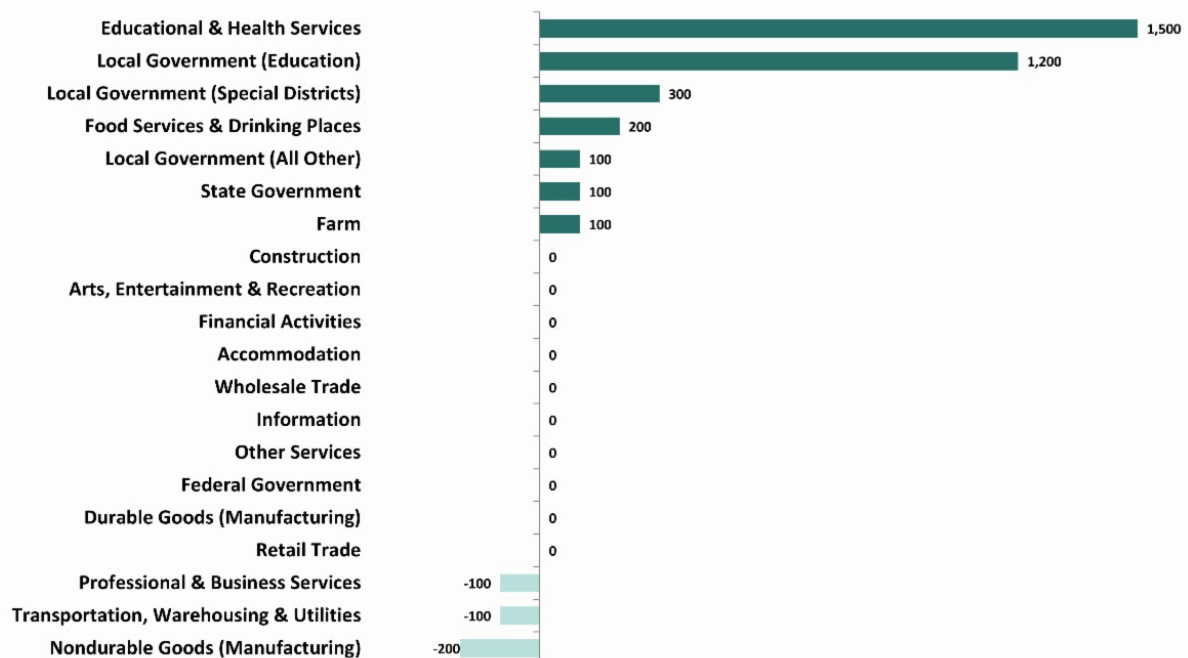
HOW MANY JOBS HAVE COME AND GONE IN THE LAST YEAR & THE LAST MONTH?

YEAR OVER YEAR | A COMPARISON

From November 2023 to November 2024, Educational & Health Services showed a year-over numerical gain with an increase of 1,500 jobs, while Local Government (Education) and State Government showed strong percent gains with year-over job growth of 6.5 and 6.3 percent respectively. Jobs in Non-Durable Goods (Manufacturing) showed the greatest year-over decline with 200 fewer jobs, a decrease of 1.8 percent.

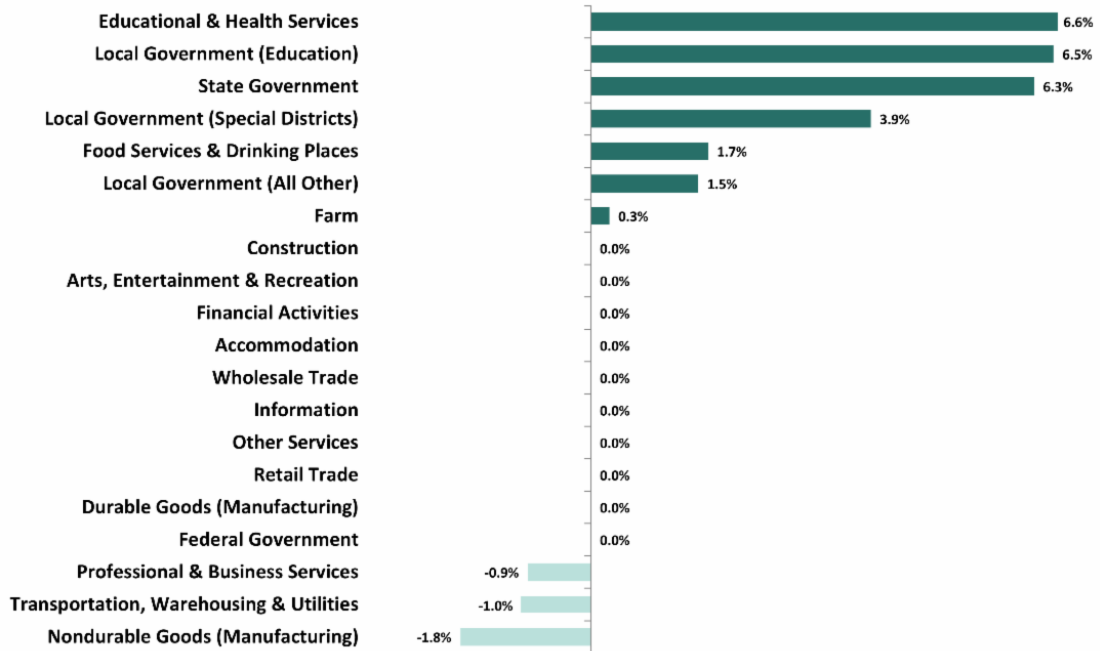
Tulare County 2023-2024 Change in Jobs

November 2023 - November 2024



Tulare County 2023-2024 Percent Change in Jobs

November 2023 - November 2024

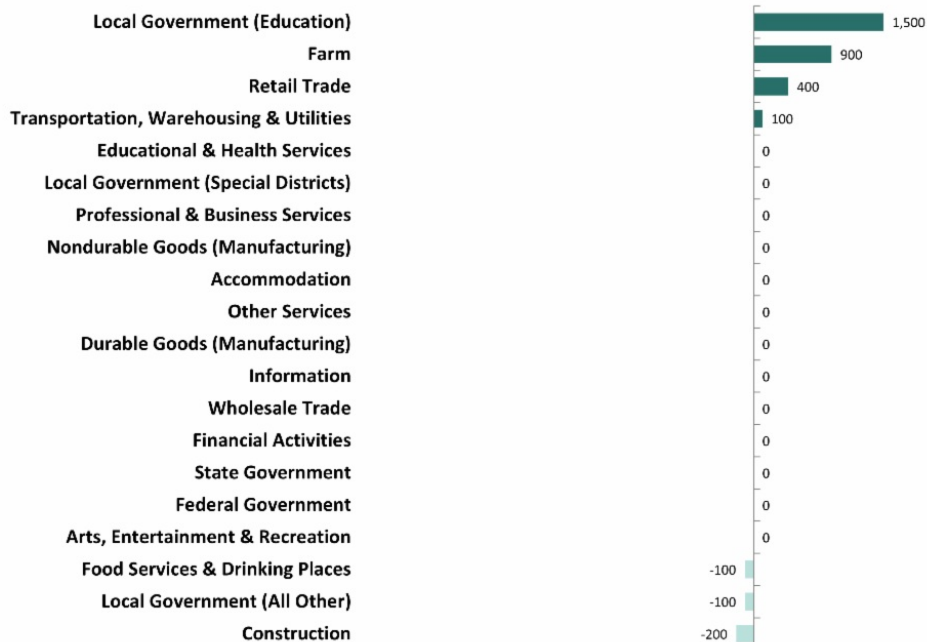


MONTH OVER MONTH | A COMPARISON

From October to November 2024, Local Government (Education) had the largest industry gain at 1,500 jobs added, an 8.3 percent increase. Farm jobs recovered from last months losses gaining 900 jobs. Construction jobs showed a decline of 200, a 2.6 percent decline from the previous month

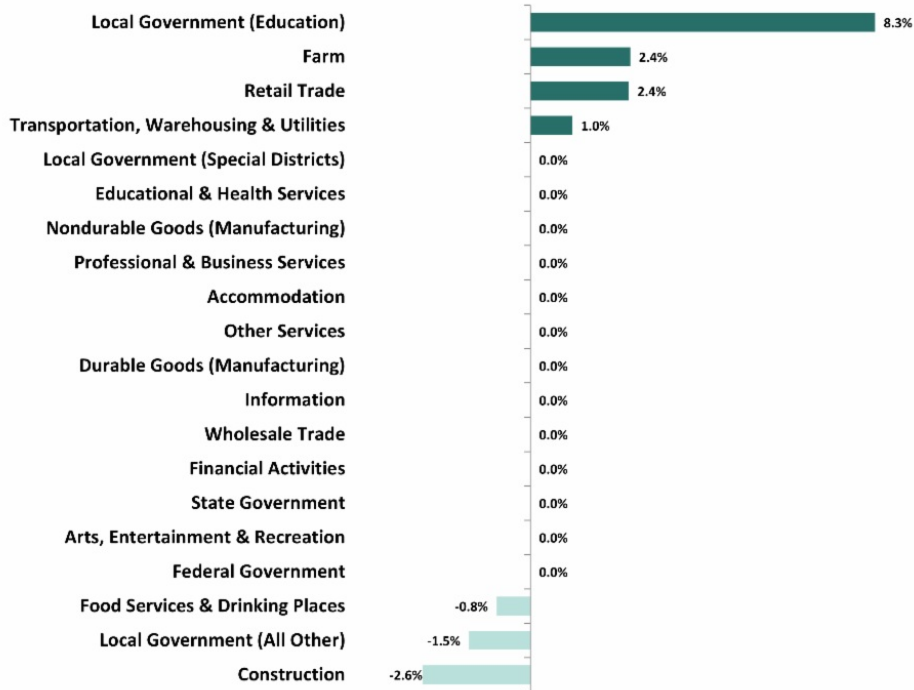
Tulare County Month-Over Change in Jobs

October 2024 - November 2024



Tulare County Month-Over Percent Change in Jobs

October 2024 - November 2024



The employment data referenced in this newsletter is provided by the Employment Development Department of California.



we're your data hub

The Workforce Investment Board of Tulare County strives to bring you accurate and understandable data on workforce intelligence, industry trends, and labor market insight.

Please visit www.tularewib.org to learn more about our initiatives in Tulare County.

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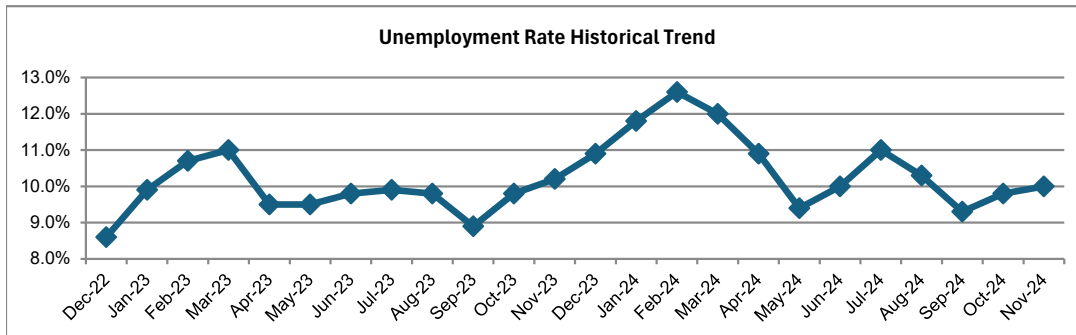
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IMMEDIATE RELEASE
 VISALIA-PORTERVILLE METROPOLITAN STATISTICAL AREA (MSA)
 (Tulare County)

The unemployment rate in Tulare County was 10.0 percent in November 2024, up from a revised 9.8 percent in October 2024, and below the year-ago estimate of 10.2 percent. This compares with an unadjusted unemployment rate of 5.3 percent for California and 4.0 percent for the nation during the same period.



Industry	Oct-2024	Nov-2024	Change		Nov-2023	Nov-2024	Change
	Revised	Prelim				Prelim	

Total, All Industries	183,700	186,200	2,500		183,100	186,200	3,100
Total Farm	37,500	38,400	900		38,300	38,400	100
Total Nonfarm	146,200	147,800	1,600		144,800	147,800	3,000
Mining, Logging, and Construction	7,700	7,500	(200)		7,500	7,500	0
Manufacturing	13,700	13,700	0		13,900	13,700	(200)
Trade, Transportation, and Utilities	31,200	31,700	500		31,800	31,700	(100)
Information	600	600	0		600	600	0
Financial Activities	3,600	3,600	0		3,600	3,600	0
Professional and Business Services	11,200	11,200	0		11,300	11,200	(100)
Private Education and Health Services	24,300	24,300	0		22,800	24,300	1,500
Leisure and Hospitality	14,500	14,400	(100)		14,200	14,400	200
Other Services	3,900	3,900	0		3,900	3,900	0
Government	35,500	36,900	1,400		35,200	36,900	1,700

Notes: Data not adjusted for seasonality. Data may not add due to rounding
 Labor force data are revised month to month
 Additional data are available on line at www.labormarketinfo.edd.ca.gov